

**Minutes of the Meeting of the Planning and Budget Committee
Hofstra University Senate
Tuesday, September 15, 2020**

Present: Craig Burnett, Sabrina Sobel, Elisabeth Ploran, Jacqueline Cassar, Gioia Ciani, Sleiman Ghorayeb, Richard Apollo, Keun Lee, Joe Barkwill, Nate Rigel, Geoff Tarson, Michael Sikorski, Ling Huang

Meeting began at 11:15 am.

Motion to approve the minutes from 4/24/2020. Seconded and unanimously approved.

Discussion Joe Barkwill on the State of Campus Concerning COVID-19

- Lots of effort in the summer to prepare for fall, leaving us in a better position than expected lots of work over the summer.
- Big issue: class size; first pass was 50% class size. Requirement of 6 ft distance and mandatory mask wearing reduced class size to 30% with better safety.
- A bright spot: COVID-19 has solved our parking problem!
- Staffing: alternating office staff to reduce staff density in offices. Managing student center as well as can be expected. Volume of people in Students Center is greatly reduced. Have six feet distancing with plexiglass barriers on tables; opened Plaza rooms. Restricted to no gatherings over 50 and limits gatherings over 10 people.
- Using tents around campus for student working areas — these will come down Nov. 30th – end of in-person semester and also tents are not snow rated. We may need to heat the tents during October and November. The challenge is heating units require closed tents – bad for air circulation; heat lamps may cause clustering of people under them. Spending a lot of time continuing to reinforce mask wearing, hand cleaning to keep compliance high.
- It was hard to predict campus population ahead of start of semester. Reducing in-person events through hybrid, online classes, and bigger venues has reduced density of people on campus. We have 2,000 students on campus with a projected capacity of 4300 students with townhouses set aside for quarantining.
- Quarantine Details: Two levels: 1) quarantine: exposure without positive test and 2) isolation: tested positive for COVID-19. Out-of-state students had to quarantine upon arrival for 14 days before semester. Active counseling of students in quarantine and called by SHAC to check up on students. We monitor card swipe access; quarantined students' cards are deactivated and door is locked for re-entry — if a student were to leave room the student cannot get back into room/suite. Other issue: students bringing in guests – Hofstra has a No Guest policy and violations are handled swiftly.
- Surveillance testing of students is done every week, mostly Monday and Tuesday, takes Northwell about 48 hours to turnaround test results. Dining is going well, opened Netherlands dining area in addition to other venues. Working with students in quarantine/isolation so that they get meals delivered. Limited hours of Au Bon Pain and Dunkin Donuts. Conference Services is losing revenue.

- Building ventilation: replaced all filters with MERV-13 over the summer. Drama and Music have unique issues — enhanced cleaning and portable filters in dance studios. Trying to make shows possible for Drama and Music depts.
- IT: new tech and training faculty. Have 120 lecture capture cameras installed, and faculty received some trained. Weller hall should be completed mid-October, and occupied in January. Relocate Career Ctr into Weller Hall in December. Shuttle bus volume down to half-capacity – good compliance and mask wearing.
- Reported Issues with Ordering Food Over the App: App Boost and Banner have a disconnect in email address length; Boost limits to 30 characters, and Banner allows longer emails, so Banner has problems confirming which student has a meal plan. Alternate for students is to use a credit card or cash on delivery.
- Has COVID-19 impacted design plans of the new Nursing/Engineering Building? The initial schematic is completed; lowered size of building to 75,000 sq ft as compared to the wish list of the two groups. Bid for construction will be out in January. Anticipate breaking ground in April, completed by December 2022 with a January 2023 opening. Building will meet ADA code.
- Are we monitoring off-campus students? Hofstra gets Department of Health results from off-campus students not tested through Northwell. When Hofstra knows, we then require the students to go through contact tracing and are required to quarantine. We know that there are off-campus students who have tested positive and have quarantined.
- Update on Financial Impact of COVID-19: We initially wanted 22,00 residential students and we are staying steady at 2,000 residential students. We are down 1/3rd on housing revenue, as projected, and that is a permanent loss. Capital expenses for housing maintenance were frozen and some staffing furloughs and no salary increases for unionized labor.
- Can we monitor via wastewater? Cornell has been using wastewater to monitor students, but they have an on-site wastewater treatment facility. At Hofstra, the residence hall wastewater goes to the Nassau County main sewer line. We have no holding tank or sampling capability for wastewater.

New Business

- Lack of faculty input into Ethics Point system, and cancellation of 6.9 faculty leaves. Should the Senate address these issues?
 - o E. Ploran: Herman will explain more at the Full faculty mtg tomorrow. Short version: AAUP is fairly satisfied that it is a good choice but are following up on a couple of points.
 - o C. Burnett: Surprised that did not go through Faculty Affairs and Student Affairs committees. Uncomfortable with lack of inclusion of faculty and student input.
 - o G. Tarson: sort of slipped under the radar considering all else that we need to pay attention.
 - o C. Burnett: If not a truly an HR issue, then faculty governance should be consulted so that usual complaint process is respected, e.g. faculty -> Chair -> Dean, etc. Does this set a precedent that admin can implement grievance process without faculty input?

- R. Apollo: wanted to maintain anonymity of complainer, but respecting the process was discussed and supported. Provost will be receptacle when e-complaints come in.
- E. Ploran: focus should be on the process of selecting the mechanism. Other examples respected the shared governance process, e.g., evaluating Blackboard vs. other LMS, online vs. in-person CTRs, faculty committees weighed in on these discussions.
- Cancellation of 6.9 faculty leave cancellation: Contract has 60 leaves total for the 2018-2019-2020 years of contract. Because 2021 not named explicitly, administration is taking the view that they do not apply. Both new business items will be brought to the SEC chair.

Move to adjourn. Seconded.

The meeting adjourned at 12:35 pm.